REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, November 26, 2012

CALL TO ORDER: Following due call and notice thereof, Mayor Burns called the meeting to order at 6:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Robert H. Burns; Council Members: Randi Vick, Tom Murphy, Bob Lemke and Paul Fisch. Members Absent: None. City Staff Present: City Clerk/Administrator: Ted Schoonover, Administrative Coordinator Mike Gerardy and City Electrician Matt Blocker. Guests present: Andy and Sheri Allen, Tim Penny, Dewayne (Tank) Schroeder, Joe Wheeler, Karen DuCharme, Robin Tschumper, Tom Nigon, Chuck Gustafson and Caledonia Argus Reporter Clay Schuldt.

AGENDA: will stand as read.

CONSENT AGENDA APPROVAL: A motion was made by Mayor Burns, seconded by member Lemke to approve the consent agenda, which consisted of the regular minutes of the November 13, 2012 meeting. All members present in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: None.

ADMINISTRATIVE COORDINATOR TOPICS:

Administrator Coordinator Mike Gerardy informed the council that we are still waiting for the pit meters, and once they arrive DSG will send out technicians from Mid-West Testing to complete the installation of the remaining meters. Gerardy discussed the issue of the Bill Klug variance request. He stated that Klug's neighbor has agreed to allow an easement that would move the easement 3' and allow for the construction of the proposed garage. This would however set a precedence in the newer subdivisions of building closer to the lot line than is authorized in the zoning ordinance. Motion by Burns to approve the request for the 5' variance based on discussions, the proposed easement vacation and relocation and all costs being bore by the land owner. Motion failed for lack of a second.

Andy and Sheri Allen were present to inquire about the encroachment on their property by Dean Foltz. They stated that they believe the city has the requirement and obligation to enforce the zoning ordinance that Foltz has ignored. Foltz is claiming to file for adverse possession and has ignored all requests to remove the wall that is encroaching. In reading the ordinance it is the zoning administrators duty to process the violation through the legal system, and is considered to be a misdemeanor and, upon conviction thereof, be subject to a fine and/or imprisonment as provided in Statute 10.99, in accordance with Ordinance 164. Motion by Burns, second by Lemke to revoke the building permit for Dean Foltz for a shed on the property in question; reasoning was there has been no structure built or started in almost three years and for the fact the owner has encroached onto property he does not lawfully own. All members present in favor and the motion was declared carried.

Gerardy presented the council with a zoning permit to allow the movement of the sign for Affordable Technology's to their new location. The sign and location are allowed within the current ordinance. Motion by Burns, seconded by Lemke to approve the zoning permit as presented. All members present in favor and the motion was declared carried.

The Mayor did inquire about the proposed signage that was to be installed on the highway project, the posts are on back order. Gerardy will follow up on this issue. Member Fisch asked about the lights on the trail and stated that he believes this is a safety hazard and feels the lights need to repaired and turned on in hours of darkness. Gerardy will work the electrical department to remedy the situation.

CITY ACCOUNTANT: This was moved to Wednesday and will be discussed at the budget worksession.

NEW BUSINESS:

Mr. Tim Penny was present to briefly inform the council of programs that could be made available through Southern Minnesota Initiative Foundation. This organization concentrates on entrepreneurs and early childhood development. They also have the ability to conduct studies on how to improve downtown areas and conduct a needs study.

Mr. Joe Wheeler was present to request the city join in a partnership with Southern Minnesota Multi-County Housing and Redevelopment Authority (SEMMCHA) . They offer several services that could benefit the city including section 8 assistance. Because Houston County has opted not to participate the city would be required to establish them as the city housing authority to enable residents to apply and be eligible for section 8 funding. They also have other programs that could be used but would require a tax levy to be associated to cover the administrative fees of the organization. The maximum levy amount for the city would be $22,605 a year. It also requires a five (5) year commitment and no other agency could act on the communities behalf as a housing authority. Along with Mr. Wheeler was Karen DuCharme who gave the council some statistics on people that have been assisted with the many programs they offer and to state her support in favor of the organization. Robin

Tschumper from the Bluff County Family Resources also stated her support for the organization and ongoing need for support in the community from such an organization. Tom Nigon and Chuck Gustafson were present from Star Energy to present the proposed electrical projects for 2013. After a brief presentation a motion by Burns, seconded by Fisch to proceed with the proposals of projects #1 East Feeder upgrade, #2 Sunset Feeder upgrade, #4 County Highway 5 Improvements and an alternate of #5 South Feeder updates. For a total cost of all 4 projects of $698,000. All members present in favor and the motion was declared carried.

Clerk/Administrator Schoonover informed the council that it appeared that a resolution had never been completed to designate fund balances and become compliant with GASB 54. Resolution 2012-18 would bring the city into compliance and set forth a fund balance policy. Motion by Burns, seconded by Vick to approve Resolution 2012-18. All members present in favor and the motion was declared carried.

RESOLUTION NO. 2012-18

RESOLUTION: ESTABLISHING FUND BALANCE POLICIES PURSUANT TO GASB 54.

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement 54 (GASB 54), definition of committed fund balance describes that portion of fund balance that represents resources whose use is constrained by limitations that the government imposes upon itself at its highest level of decision making; and,

WHEREAS, The Caledonia City Council is required to implement GASB 54 requirements, and to formulize the commitment of the Capitol Improvement Fund balance and revenues for specific purposes; and

WHEREAS, Capitol Improvement fund revenues and fund balances are hereby committed by the capitol improvement plan adopted by the council each year, to the extent not already restricted by agreements and external sources.

NOW THEREFOR BE IT RESOLVED THAT, by the City Council of the City of Caledonia that effective for Fiscal Year 2012 and retroactively , that the capitol improvement fund balance will be committed for the City's future and ongoing capitol improvement construction projects and equipment purchases.

This Resolution is duly adopted on this _26th _ day of _November_, 2012_.

City Council: Attest:

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Bob Burns, Mayor Ted A. Schoonover, Clerk/Administrator

Motion by Burns, second by Fisch to approve the St. Mary's Church Gaming Permit for January 25, 2013. All members present in favor and the motion was declared carried.

Motion by Burns, second by Fisch to approve the increase to the household fees charged by Houston County from $2.60 per household to $3.10 per household, pending an agreement with Houston County on the number of households billed.

Discussion ensued about holding an open house/welcome for the new Clerk/Administrator. It was the consensus to have it in conjunction with the Christmas programs already slated for December 7, 2012 at City Hall from 1:00 p.m. – 3:00 p.m.

Clerk/Administrator stated that since the conversion to the new water meters we have had several requests to remove unused or meters no longer needed. In previous years there was a disconnect/reconnection fee but this had since been removed. Consensus was to develop a flat fee of $50.00 for both. Schoonover will draft a fee schedule for the next meeting.

Clerk/Administrator Schoonover presented the council with the employee time sheets and a copy of State of Minnesota Permit # MN0020231.

At 8:54 p.m. The Council went into closed session in accordance with Minnesota Statute 13D.03 Discussion of Labor Negotiations. At 9:20 p.m. the Council reconvened the regular meeting.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Mayor Burns, seconded by Lemke. All voted in favor and the motion was declared carried to adjourn at 9:25 p.m.

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Robert H. Burns

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Ted A. Schoonover
Clerk-Administrator